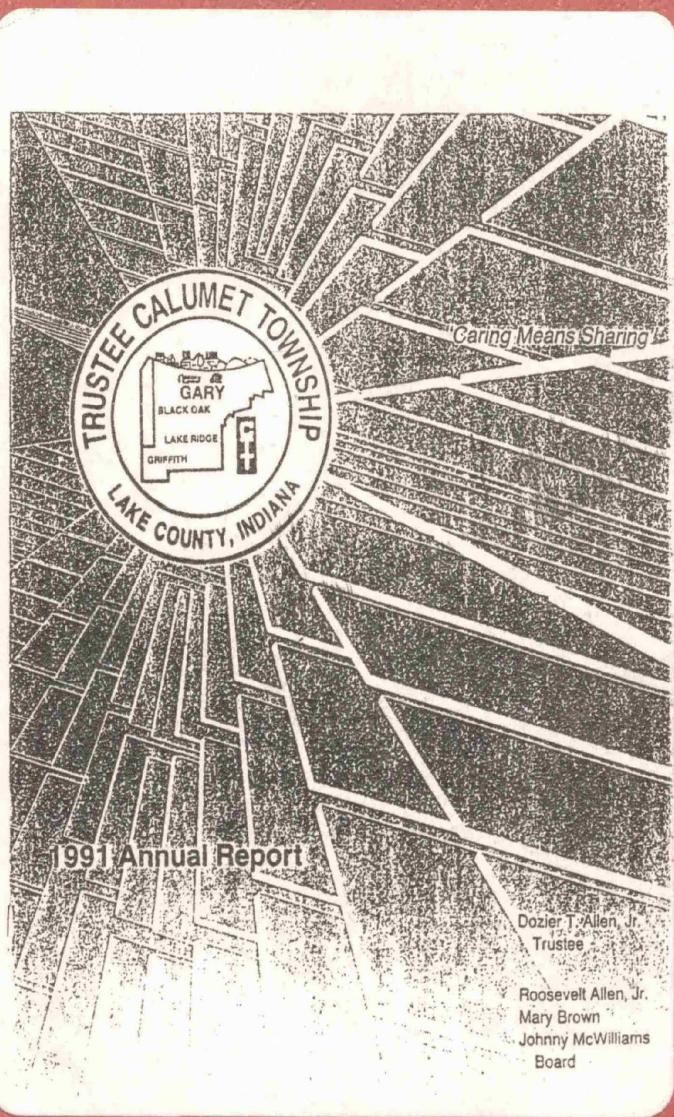
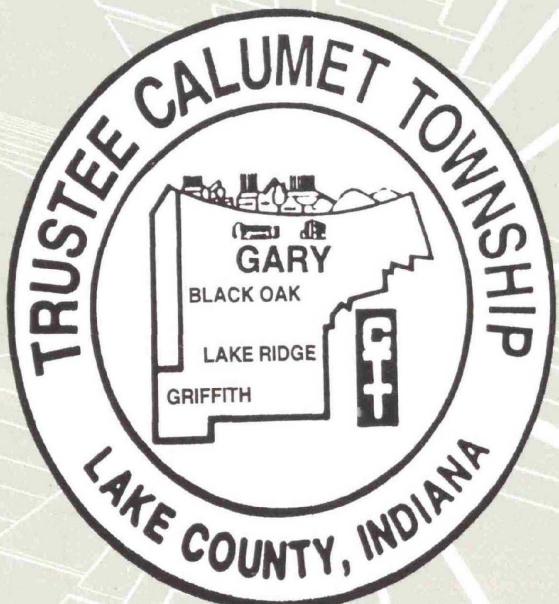


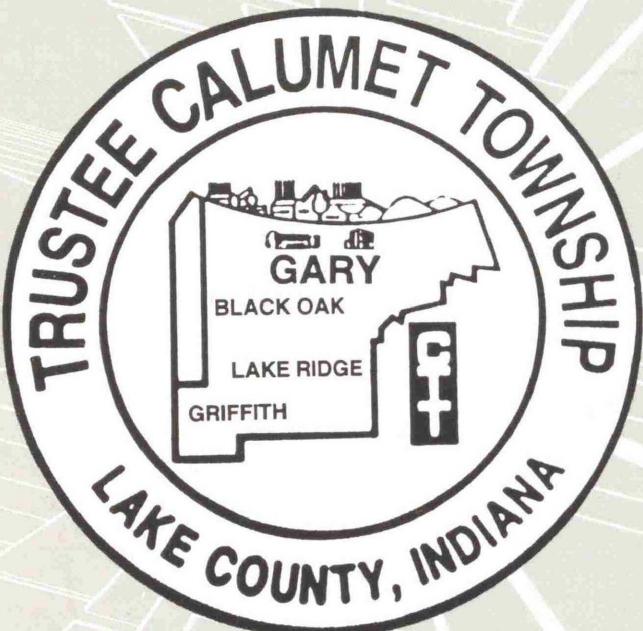
Black Oak  
1-24-92

Indiana Collection  
Calumet Township





*"Caring Means Sharing"*



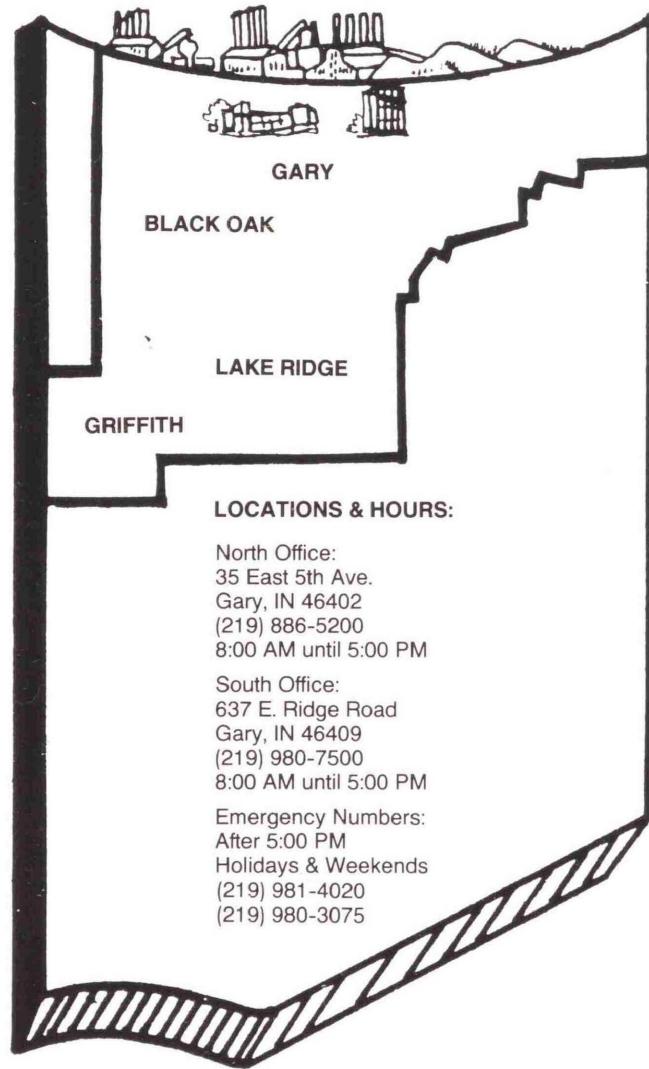
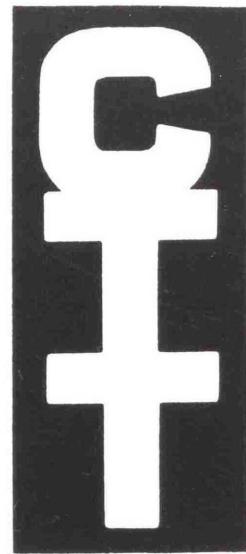
*"Caring Means Sharing"*

## 1991 Annual Report

Dozier T. Allen, Jr.  
Trustee

Roosevelt Allen, Jr.  
Mary Brown  
Johnny McWilliams  
Board

Office of  
CALUMET TOWNSHIP TRUSTEE  
DOZIER T. ALLEN, JR.



# To The People of Calumet Township:

Most annual reports are typically designed to formally and attractively present organizational progress. Yet when one considers the duties and challenges of government, a simple series of annualized statistics would fail to fully communicate the numerous and diverse dynamics of government.

As Trustee, I believe that government exists to meet the needs of people. So this report is intended to inform its readers of how this unit of government is working to meet the needs of approximately 175,000 citizens residing in Gary, Griffith and the adjoining unincorporated Calumet Township.

Our 1991 office operation is presented against the current backdrop of public issues far larger than the capability of any single unit of government: widespread and long-term unemployment, rapidly rising health care costs, and the pervasive problems wrought by illegal drugs. To fail to acknowledge the contributing effects of these issues would also deny the reasons why so many citizens seek township assistance.

Until or unless we each acknowledge how these shared problems impose a domino effect upon families, private enterprise and the public sector, we will all continue to suffer as a society and as a community.

Please take a few thoughtful moments to read these pages. When more members of our community are accurately informed, perhaps we will then find the resolve to work cooperative and productively to improve this community's quality of life.



Trustee,  
Calumet Township

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Computer, Workfare	10
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Multi-Purpose Center	14
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**Dozier T. Allen, Jr.**  
Trustee, Calumet Township

## Calumet Township Board Members



**Johnny McWilliams**



**Mary Brown**



**Roosevelt Allen, Jr.**

## ***Meeting the Real Needs of People Everyday***

In Indiana, township government is designed to provide specific services. Unlike cities or towns with general public obligations, Indiana's statutes define the duties and powers of Townships, Trustees and Boards.

All of Indiana's 1,008 townships elect four officials, serving concurrent 4-year terms of office. Trustees are the ex officio overseers of the poor. Moreover, the office of trustee merges two managerial functions that are often separated in other levels of government: chief executive officer and chief fiscal officer.

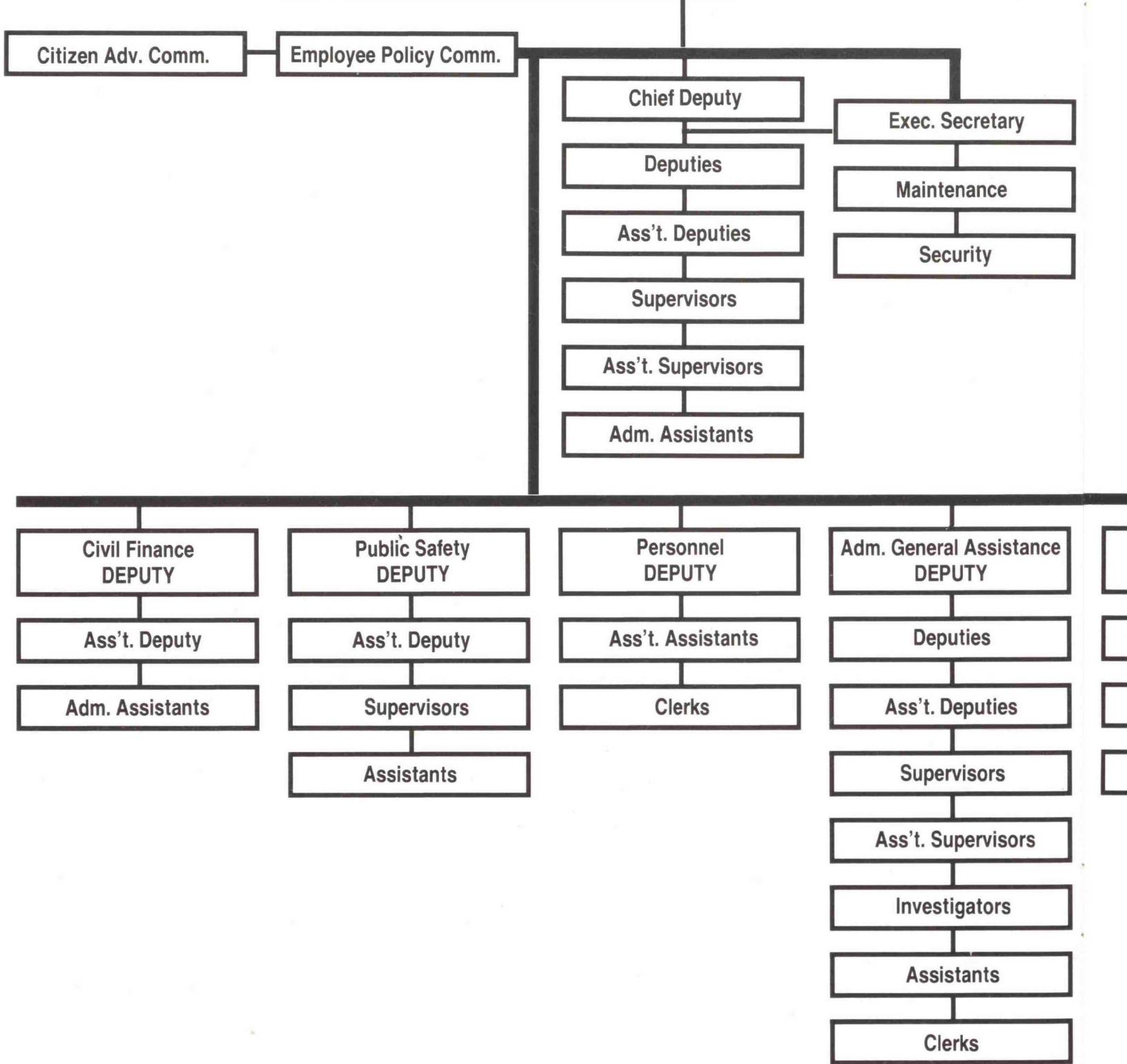
Township boards, by contrast, serve as the legislative and appropriating body. Elected at-large, rather than by district, township boards are required by law to annually approve the budget prepared and presented by the trustee.

All meetings of the township board are public. State law requires four annual meetings: re-organization, annual reports, budget proposal and budget adoption. All other board meetings, whether scheduled at the request of the Trustee or the Board, are legally considered special meetings.



# CALUMET TOWNSHIP

## TRUSTEE

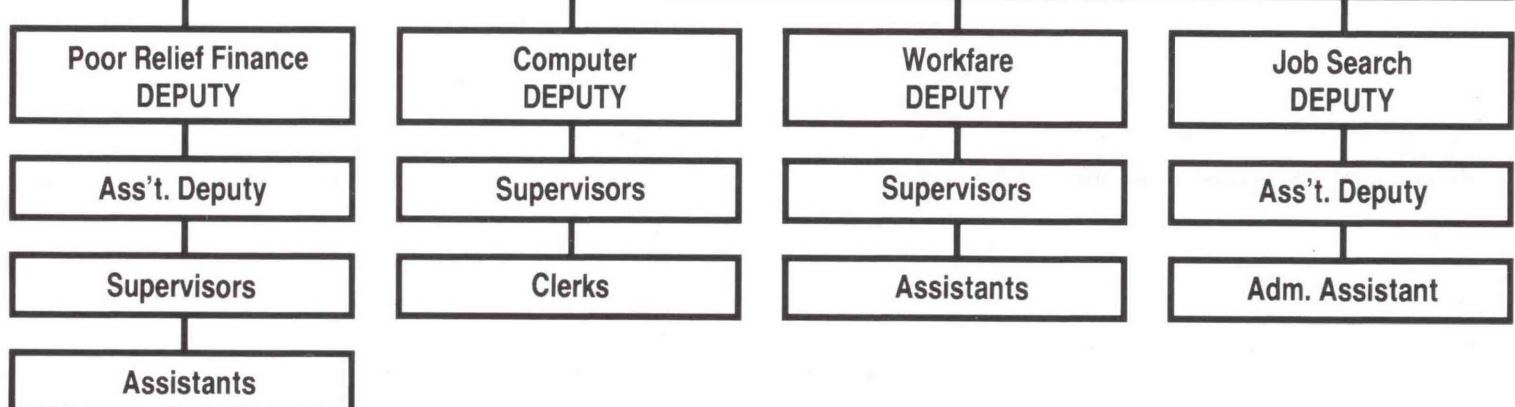


# P ORGANIZATION

## BOARD

CHAIRMAN  
SECRETARY  
MEMBER

BOARD FINANCE



*The office of the Calumet Township Trustee's organizational plan is designed to regularly provide the public with timely and effective assistance. Eight (8) divisions, each with an appointed administrator with the title of deputy, comprise the overall day-to-day office functions. All divisional deputies report directly to the trustee on departmental duties and responsibilities. In the absence of the trustee, the Chief Deputy assumes authority for day-to-day activities.*

*The following summaries functionally define these divisions.*

## GENERAL ASSISTANCE

The largest resources, both human and material, are dedicated to the office's primary responsibility: providing support services to the poor. The General Assistance Staff represents approximately two-thirds of all Calumet Township employees.

From two conveniently located offices, General Assistance is responsible for the completion, verification and processing of all poor relief applications. Applications are accepted on all business days from 8:00 AM until noon and again from 1:00 - 2:00 PM in the afternoon. Once an application has been reviewed and approved, General Assistance is then charged to issue purchase orders for the requested services.

All poor relief applications with Calumet Township are evaluated on the basis of published standards of eligibility. In 1991, Calumet Township's standards provided assistance equivalent to federal poverty guidelines.

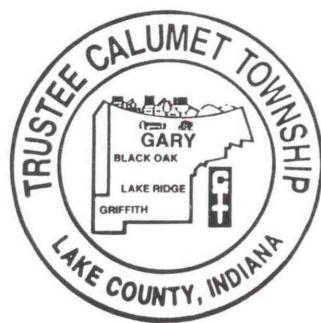
It is important to note that these local service standards actually improve upon the state standards developed by the Indiana Metropolitan Poor Relief Advisory Council. IMPRAC called for all Indiana townships to assume by July 1, 1991 a service standard equivalent to 55% of federal poverty guidelines.

Within no more than three working days of application submission, a decision must be reached to either approve or deny the request for assistance. In most cases, this decision is made known to the interested party on the same day of application.

Should an application be denied, the applicant is guaranteed written notice of denial and appeal procedures. Weekly appeal hearings, held at both office locations, provide appellants with a timely opportunity to personally participate in the application review.

In 1991, the General Assistance Division interviewed a total of 50,691 clients. Of these persons, 26,311 were approved for assistance.

Under the leadership of Trustee Dozier T. Allen, Jr. Calumet Township will continue to provide poor people residing in Gary, Griffith and the adjoining unincorporated Calumet Township area a level of service that respects their humanity. The long-standing practice of internally reviewing service needs on an annual basis will assure that qualitative service standards will be consistently maintained.



**The holiday season can be less than joyous for persons with little or no income. Each year the Calumet Township Trustee's office makes a community gesture that keeps the true spirit of the season. Trustee Allen and staff volunteer monetary donations and time to provide Christmas gifts to the children of clients visiting our offices.**

*Title 12 of the Indiana Code is the complete legal reference for township poor relief. The following listing summarizes categories of service available to eligible applicants:*



## POOR RELIEF SERVICES

Food

Utilities & Fuel

Water & Sewer

Shelter

Burial

Health - Related Care:

- Physician Services
- Hospital
- Out-Patient Treatment & Testing
- Prescriptions
- Ambulance

## COMMUNITY SERVICES

Senior Nutrition

Recreation

Emergency Shelter

Civil Defense

Emergency Medical Services

Community Service Rental Rooms

## JOB SEARCH

One of the lesser known duties of Indiana township trustees is to conduct rehabilitation, training and retraining programs. Chapter 2 of Title 12 in Indiana's Code empowers trustees, with the consent of the 3-member elected board, to engage in activities that effectively carry the potential to relieve poor relief rolls.

In a recently published report, the United States Census Bureau concluded that Gary and Lake County experience more poverty than other Hoosiers. While the percent of persons living below the poverty level amounted to only 10.7% statewide, Gary's poverty ratio was more than double that of Indiana's. A disturbing 29% of Gary residents were officially found in poverty. Moreover, at 16.7%, Gary's unemployment levels more than tripled the 5.7% statewide unemployment level.



**Before Job Search refers clients to area employers, clients are required to complete pre-employment application, testing, screening and counseling.**

Against this disturbing backdrop, Calumet Township began in 1991, a focused effort to assist poor relief recipients in finding employment. Our pro-active thrust is called Job Search.

As clients complete poor relief applications, the Job Search Division conducts a series of skill evaluations, designed to objectively measure employability. A series of standardized tests measure literacy, vocabulary, typing

and general knowledge. Job Search classes also teach job application and interview skills. When appropriate, tested clients are referred to area agencies conducting job training, or to vocational training institutions.

In 1991, Job Search completed applications on 4,063 clients. Of this number, a total of 2,980 clients entered either training programs or secured gainful employment through an employer referral.

## COMPUTER

As a worldwide technological revolution has virtually changed the way organizations store and retrieve information, Calumet Township has benefitted from those same systems. Computerized information management is the task of the Computer Division. Four main files informationally link clients, vendors, purchase orders and claims.

Once a file has been manually opened on a client, pertinent information is added to the computer files. Computer storage of client information not only insures thorough and accurate client records; but importantly provides fast, easy access on future requests for poor relief assistance.

The integrated computer system affords Calumet Township two additional and important abilities. Firstly, the computerized files prevent the production of either purchase orders or claims without previous entry of a valid client and appropriate vendor information. Secondly, the integrated files maintain a full audit from the issuance of a purchase order, through to the client, warrant number and date of check.



Quick retrieval and file accuracy together assist the entire organization in generating reports and information for either regular reporting or as needed, upon request.

## WORKFARE

Indiana law requires that all able-bodied persons who have benefitted from poor relief assistance must return to their community a comparable amount of community service. This cost recovery program is known as Workfare.

Calumet Township's Workfare Division assigns clients or available family members to pre-approved work sites. Area governmental units and non-profit organizations are among the kinds of employers who accept Workfare clients. Workfare site coordinators work hand-in-hand with field staff to monitor and evaluate assigned clients.

Regular reports document client compliance and completion of assigned hours. Whenever possible, Workfare assignments take into account the client's known job skills.

Failure to fulfill Workfare requirements can prevent the issuance of further poor relief assistance. Indiana's Workfare law does allow for verifiable exemptions.

They are:

- Physically unable to work
- Over 65 years of age
- Full-time student or employed
- Caring for a disabled family member of a minor child
- No work available

In 1991, Calumet Township's Workfare Division returned to taxpayers a total value of \$812,369.67 in community service. The combined efforts of 6,581 clients provided 266,102 hours of service.

## POOR RELIEF FINANCE

Once the township board annually adopts a budget resolution, it is the Finance Division's responsibility to track those appropriations against expenses and obligations as they relate to poor relief. Working closely with the Data Division, Finance identifies and monitors cost trends related to poor relief service categories. When warranted,

Finance directly offers recommendations to the trustee for budget adjustments and/or amendments.

Other important divisional functions include: a manual claims and bookkeeping operation, purchasing, and liaison with both the Lake County Auditor and local vendors.



**"Say No to Poverty — Get an Education"** is the theme of the Calumet Township Trustee's community education program. Here Trustee Allen presents certificates of achievement to students successfully completing Student Government Day. The goal of the annual observance is to provide area high school students with a first-hand view of the likely outcome of failing to personally appreciate the value of education.

## CIVIL FINANCE

As its title indicates, the Division of Civil Finance is responsible for all in-house accounting procedures for programs and services other than poor relief. Just as the Finance Division tracks poor relief expenses, Civil insures that expenses and obligations correspond to board-approved budget appropriations. The receipting of fees

such as rental and EMS, payroll and vendor records, miscellaneous revenues and state and federal tax obligations are all a part of this division's day-to-day duties.

Civil Finance has the added responsibility of interaction with the township attorney and board members.

Part 1 - STATEMENT OF RECEIPTS, DISBURSEMENTS, CASH BALANCES AND INVESTMENTS BALANCES

		Beginning Cash Fund Balances 1-1-91	1991 Receipts	1991 Disbursements	Ending Cash Fund Balances 12-31-91	Investments at December 31	Total Cash and Investments at December 31
		A	B	C	D	E	F
<b>34- (State Board of Accounts USE ONLY)</b>							
<b>(DO NOT Include Investments on Hand)</b>							
Fund	Code	Investments on Hand	(Totals From Part 2)	(Totals From Part 3A)	Beginning Cash Balances Plus 1991 Receipts Less 1991 Disbursements	Beginning Cash Balances Plus 1991 Receipts Less 1991 Disbursements	Ending Cash Fund Balances December 31 Plus Investments at December 31
Township	0101	102,761.26	625,097.90	674,308.49	53,550.67	68,084.38	121,635.05
Poor Relief*	0840	879,824.	13,867,423.	13,720,945.	1,026,302	24,432.55	1,050,734.55
Public Safety	1111	144,112.77	163,193.87	220,669.73	86,636.91	0	86,636.91
Federal Revenue Sharing	4501	0	0	0	0	0	0
Dog	0202	676.89	50.00	376.89	350.00	0	350.00
Recreation	1312	46,113.83	165,097.76	187,261.96	23,949.63	0	23,949.63
<b>Totals</b>							
		9999	1,173,488.75	14,820,862.53	14,803,562.07	1,190,789.21	92,516.93
							1,283,306.14
							9999

A detailed Accounting of Receipts and Disbursements is on file in the Township Trustee's Office and may be reviewed during business hours.

\* OBTAIN FIGURES FROM YOUR COUNTY AUDITOR'S RECORDS

*John Vandy*  
Finance Deputy

*John Vandy*

Civil Finance Deputy

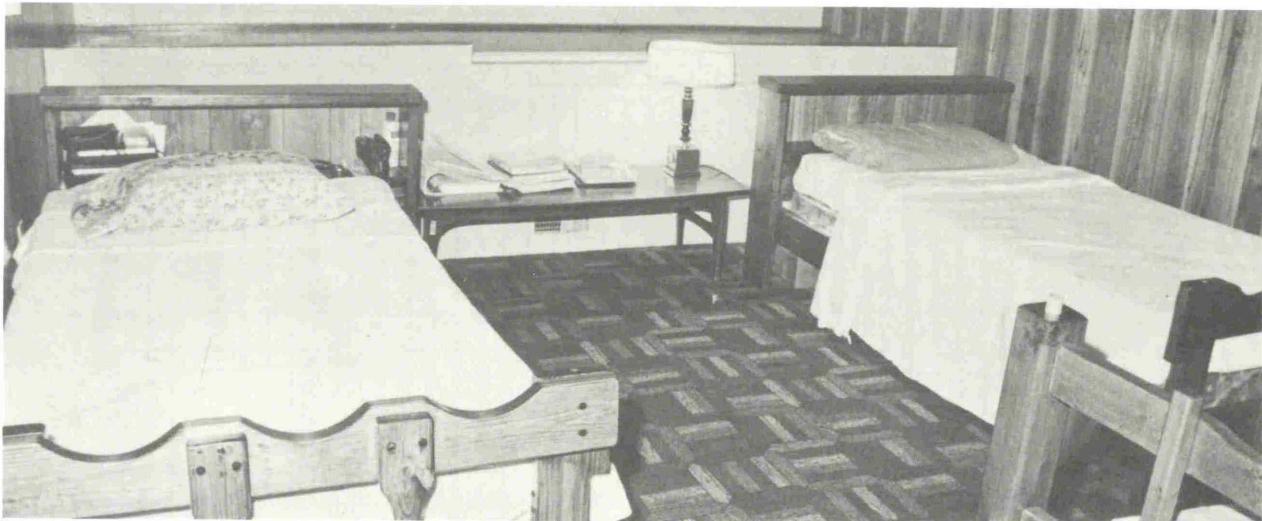
ANNUAL FINANCIAL REPORT - INDIANA TOWNSHIPS  
TOWNSHIP FORM 15 (Revised 1991)  
Report in Dollars and Cents

CALLIMET

TOWNSHIP ID: \_\_\_\_\_ (State Board of Accounts USE ONLY)

## Part 2 - RECEIPTS

COMMITTEE ON AUDITORS' RECORDS



In 1991, 366 persons benefitted from Calumet Township Trustee's Emergency Shelter Program. Each person housed at the MPC is allowed a 72-hour stay. Additional shelter residency is approved when the stay is affected by weekends or holidays. During shelter residency, clients are referred to area food pantries and other area social service agencies.



In 1991, Calumet Township Trustee EMS responded to 1,843 calls for assistance. Of those calls, 1,465 resulted in hospital transports.



While one member of the ambulance team maintains radio communication, the other team member focuses on making patient transport comfortable. Vital Signs are taken during transport to minimize any delay upon arrival at area emergency rooms.

## MULTI-PURPOSE CENTER (CIVIL OPERATIONS)

Although poor relief assistance accounts for much of Calumet Township's services, it is not the only service area. A third office, located in the unincorporated area, is known as the Multi-Purpose Center. Its staff and facilities offer year-round programs and services as part of our commitment to recreation, community services and public safety.

In March 1991, ribbon-cutting ceremonies were held to mark the completion of a \$50,000 facility renovation. Renovation was financed through remaining revenue sharing monies. As a result of the MPC's renovation, an expansion of programs and services has occurred.

Banquet facilities can now accommodate as many as 300 persons. Smaller community service rooms are also available for public rental. Adjacent, lighted parking accommodates sixty (60) vehicles. The nearby auxiliary parking lot provides space for an additional 250 vehicles.

The MPC's renovation has now expanded Calumet Township's Emergency Shelter Program. When natural disasters, residential fires or evictions create a need for emergency shelter, the MPC offers temporary dormitory

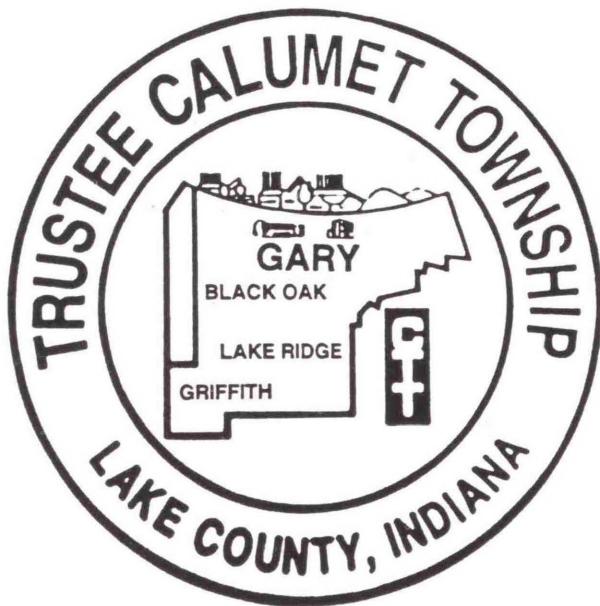
shelter for up to 72 hours for as many as 28 persons. Separate sleeping quarters house families, single women and single men.

The MPC is also an approved senior nutrition center. Hot, nutritionally-balanced meals are provided weekdays in conjunction with Lake County Economic Opportunity Council.

Two important public safety operations are housed at the MPC: Civil Defense and Emergency Medical Services (EMS).

7 days a week, 365 days a year, Calumet Township Trustee EMS provides state-certified ambulance services, primarily to the residents of the unincorporated area. Calumet Township's Civil Defense unit provides volunteer manpower to assist in emergencies, disasters and crowd control.

With Civil Defense and EMS, mutual aid agreements enable Calumet Township to serve as a secondary responder, acting as a reserve unit for other area public safety units.



# A 20-YEAR PROFILE OF POVERTY

## 1971-1991 STATISTICAL SUMMARY

Year	Total # of Households	Monthly Case Count	Total # of Recipients	Monthly # of Persons Serviced
1971	86,526	7210	231,883	19,324
1972	89,608	7467	250,142	20,845
1973	83,445	6953	213,625	17,802
1974	99,267	8272	266,814	22,235
1975	100,320	8360	279,421	23,285
1976	83,956	6996	223,598	18,633
1977	83,667	6972	221,576	18,465
1978	82,999	6916	210,616	17,551
1979	73,811	6150	182,897	15,241
1980	70,467	5872	175,019	14,575
1981	54,218	4518	126,905	10,575
1982	61,800	5150	152,392	12,699
1983	81,480	6790	235,121	19,593
1984	81,097	6758	201,734	16,811
1985	49,898	4158	115,745	9,645
1986	34,602	2884	90,699	7,558
1987	29,907	2492	77,682	6,474
1988	24,652	2047	87,540	7,295
1989	22,909	1909	84,500	7,042
1990	27,682	2307	97,567	8,131
1991	26,311	2193	71,251	5,938

*In this 20-year period, a total of 1,348,532 families accessed poor relief services. These families represent 3,595,727 citizens of Calumet Township.*

## **CALUMET TOWNSHIP TRUSTEE APPOINTED OFFICIALS**

The information contained in this report was compiled with the cooperation of the following appointed officials:

CHIEF DEPUTY

Charlene M. Crowell

ADMINISTRATIVE DEPUTY

Mildred Shannon

EXECUTIVE SECRETARY

Barbara Stephens

### ***DIVISIONAL DEPUTIES***

GENERAL ASSISTANCE

Mary Hayes, Cynthia Holman

POOR RELIEF FINANCE

Irene Vargo

CIVIL FINANCE

Ann Karras

COMPUTER

Michaelene Pantinas

WORKFARE

Stephen McMath

JOB SEARCH

Albert Young

PUBLIC SAFETY

Richard Spence

HUMAN RESOURCES

Wanda Joshua

### ***ASSISTANT DEPUTIES***

Annette Austin

Morris Carter

Sonia Ferran

Bennie Hartfield

Carla Heflin

Louise Neese

Denise Roberts

# SAY NO TO POVERTY



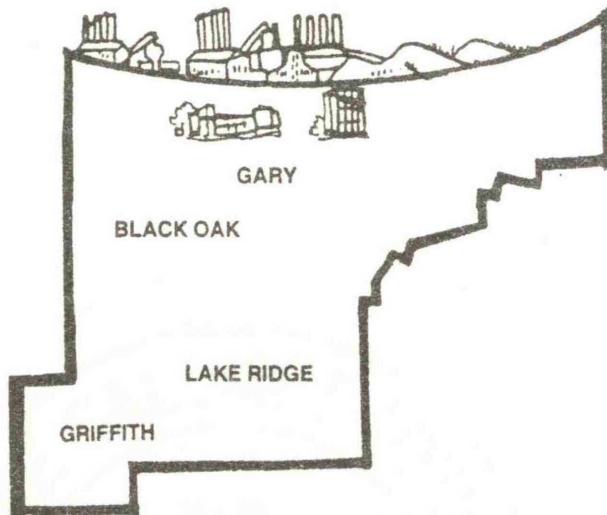
**GET AN EDUCATION**  
— TRUSTEE CALUMET TOWNSHIP



CALUMET TOWNSHIP TRUSTEE

1991 ANNUAL REPORT

STATISTICAL APPENDIX



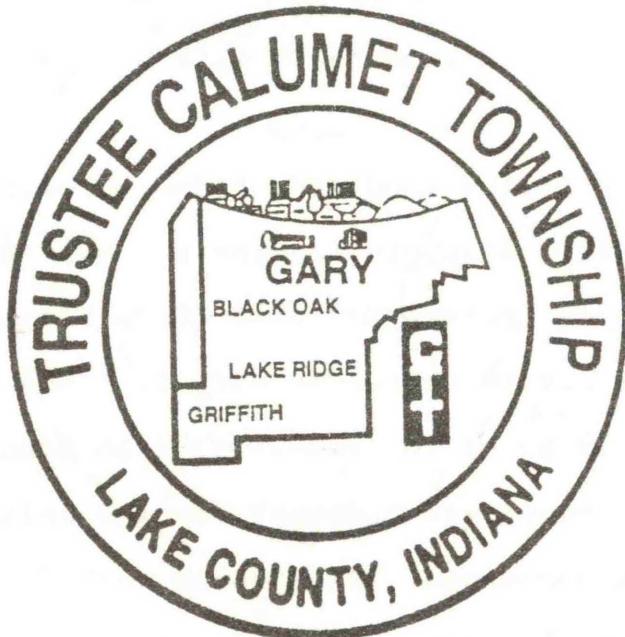
Dozier T. Allen, Jr.  
Trustee

Township Board Members  
Roosevelt Allen, Jr.  
Mary Brown  
Johnny McWilliams

1991 ANNUAL REPORT  
STATISTICAL APPENDIX

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WORKFARE	10
JOB SEARCH	12
POOR RELIEF & CIVIL FINANCE	13
COMPUTER	23
MULTI-PURPOSE CENTER	27
PERSONNEL	30



DIVISION: GENERAL ASSISTANCE

The timely and effective delivery of services central to basic human survival is the mission of the General Assistance Division.

Primary, or most often requested, categories of assistance are: shelter, utilities, health care and food. Secondary, or less frequently, utilized assistance categories are: burial, clothing, furniture, and emergency medical transportation.

Due to the scope of duties and numerous corresponding functions, 1991 General Assistance statistics are presented according to the division's respective departments. A brief explanation of departmental functions will immediately precede the statistical reference.

It should also be noted that poor relief applications are available at two conveniently-located offices. The North Office, located at 35 East 5th Avenue, services all citizens who reside north of 15th Avenue in Gary. Residents of Gary who live south of 15th Avenue, or in Griffith or unincorporated Calumet Township are served by the South Office at 637 East Ridge Road. Departmental reports in most cases combine North and South service figures.

DIVISION: GENERAL ASSISTANCE

DEPARTMENT: QUALITY CONTROL/SERVICE INVESTIGATION

Anyone wishing to make application for poor relief services must upon arrival, register with Quality Control. Quality Control is responsible for objectively determining eligibility, according to current published standards. Service Investigation then processes case applications.

1991 CASELOAD PROFILE

Clients Signing In	50,691
Cases Serviced by Quality Control	38,510
Voided or Incomplete Applications	296
Photo Identifications Processed	1,627
Cases Forwarded to Service Investigation	36,327
Cases Rejected	1,926
Cases Closed	3,486
New Cases Processed	2,378
Reapplied Cases Processed	3,907
Updated Applications	3,634
Cases Assigned to Workfare	6,581
<b>CASES PROCESSED:</b>	<b>21,912</b>
Client Cases Not Responding When Called for Services	2,562
<b>TOTAL 1991 CASELOAD:</b>	<b>24,474</b>

DIVISION: GENERAL ASSISTANCE

DEPARTMENT: INVESTIGATION

1991 SUMMARY

Address Verifications	8,302
Shelter Inspections	1,477
Field Inspections	246
Fraud Inquiries	111
Restitution Collections	531
Prosecutions	0
Home/Hospital Calls	301
<b>TOTAL SERVICE UNITS PROVIDED:</b>	<b>10,968</b>

CLIENT HOUSEHOLD STATUS

Married with dependent children under the age of 18	413
Married with no dependents	3,318
Single with dependent children under the age of 18	10,482
Single with no dependents	9,534
<b>TOTAL HOUSEHOLDS:</b>	<b>23,747</b>

DIVISION: GENERAL ASSISTANCE

1991 INCOME STATUS PROFILE

<u>CLASSIFICATION</u>	<u>COUNT</u>
Income from other household members	186
Aid to Dependent Children (ADC)	9,676
Welfare-Assisted Child Support (GAP)	45
Child Support	968
Social Security	879
Supplementary Social Security (SSI)	1,019
Unemployment Compensation	170
Supplemental Unemployment (Sub-Pay)	2
Trade of Readjustment Allowance	4
Veterans Administration (VA)	95
Pension	162
Full-Time Employment	672
Part-Time Employment	486
Other Income	1,074
No Income	10,208
<b>TOTAL:</b>	<b>25,646</b>

of the families served in 1991 by the Calumet Township  
Trustee's Office, 40% had no income or benefits other than  
poor relief assistance.

DIVISION: GENERAL ASSISTANCE

DEPARTMENT: ORDERWRITING

General Assistance's Orderwriting Department has the daily responsibility of producing the corresponding purchase orders for all approved assistance. In cooperation with the Computer Division, Orderwriting maintains daily totals on both the number of cases approved for purchase orders and the number of total funds expended in direct assistance. It should be noted that in many instances, clients apply for more than one form of assistance. A separate purchase order is required for each approved service.

MONTH	CASES APPROVED FOR PURCHASE ORDERS	PURCHASE ORDERS COMPLETED BY ORDERWRITING
Jan	2,195	3,635
Feb	1,914	3,356
March	1,945	3,263
April	2,397	3,954
May	2,390	3,609
June	2,115	3,712
July	2,325	3,976
Aug	2,367	4,398
Sept	2,173	3,770
Oct	2,330	4,479
Nov	1,997	3,907
Dec	2,163	4,041
1991 TOTAL:	26,311	46,100

DIVISION: GENERAL ASSISTANCE

DEPARTMENT: POOR RELIEF APPEALS

Should an application be denied, clients must receive written notice of rejection and their legal right to appeal. The appeals hearing officer, representing the Lake County Commission, reviews each application on a case by case basis. While township officials often accept the judgment of hearing officers, the township has the legal option of challenging appeal decisions. Approved appeals authorize poor relief assistance in excess of current eligibility standards.

The following figures summarize the actual results of the weekly appeals held at both the North and South offices of the Calumet Township Trustee:

1991 SUMMARY

Appeals Approved	504
Appeals Partially-Approved	59
Appeals Denied	29
Appeals Forfeited (Client Failure to Appear)	132
Appeals Remanded to Township	<u>40</u>
<b>1991 TOTAL APPEALS:</b>	<b>764</b>

DIVISION: GENERAL ASSISTANCE

DEPARTMENT: POOR RELIEF APPEALS

**1991 CATEGORICAL ANALYSIS**

ASSISTANCE	Number	APPROVED	DENIED	
		Amount	Number	Amount
Utilities (NIPSCO)	107	\$22,831.80	7	\$ 3,551.00
Water	24	1,437.00	0	0
Sewer	4	104.40	0	0
Shelter(Rent)	33	11,047.50	3	685.00
Mortgage	13	4,546.37	2	2,480.00
Food	1	105.00	3	298.00
Household	13	195.00	0	0
Medicine(RX)	65	7,709.62	2	59.04
Hospital	31	11,231.20	5	14,025.00
Medical (Physician and other Professional Services)	103	8,879.11	1	0
Clothing	1	59.99	3	0
Furniture	0	0	6	0
Other	10	126.00	4	345.00
Continuances	288	86,901.90	0	0
<b>TOTAL:</b>	<b>693</b>	<b>\$155,174.89</b>	<b>36</b>	<b>\$21,443.04</b>

*Mildred Shannon* 6-9-92  
Administrative Deputy Mildred Shannon Date

DIVISION: WORKFARE

Indiana law requires that all able-bodied persons who have benefitted from poor relief assistance must return to their community a comparable amount of community service. This cost recovery program is known as Workfare.

Workfare reports document client compliance and completion of assigned hours. Additionally, thorough records are maintained on those individuals who have been found eligible for one of the five exempt categories.

CLIENTS

Completing Assignments as Scheduled	4,094
Assignments Extended for Completion	241
Found to be Exempt	1,874
Not Reporting as Scheduled	372
<b>1991 TOTAL CLIENTS:</b>	<b>6,581</b>

COMMUNITY SERVICE HOURS

WORK RECOVERY	HOURS	VALUE OF RECOVERY
Completed as Assigned	173,278	\$ 786,038.18
Completed on Extension	2,820	26,331.49
Exemptions	64,389	290,488.35
<b>TOTAL RECOVERY:</b>	<b>176,098</b>	<b>\$ 812,369.67</b>

## DIVISION: WORKFARE

1991 EXEMPTIONS

<u>CLASSIFICATION</u>	<u># OF CASES</u>	<u>AMOUNT OF AID</u>
Physically unable to work	9,436	\$ 1,781,592.72
Over age 65	79	8,905.51
Full-Time Student or Employed	2,178	394,885.51
Caring for disabled family member or minor child	7,277	1,055,494.80
No Work Available	431	82,546.46
<b>1991 TOTAL EXEMPTIONS:</b>	<b>19,401</b>	<b>\$3,323,425.00</b>

<b>TOTAL HOURS EXEMPTED:</b>	<b>738,538</b>
<b>TOTAL HOURS RECOVERED:</b>	<b>176,098</b>
<b>TOTAL:</b>	<b>914,636</b>

*Stephen McMath*  
Workfare Deputy Stephen McMath

*6-8-92*  
Date

DIVISION: JOB SEARCH

As clients complete poor relief applications, the Job Search Division conducts a series of skill evaluations. A series of standardized tests measure literacy, vocabulary, typing and general knowledge. Job Search classes also teach job application and interview skills. When appropriate, tested clients are referred to area agencies conducting job training, or to vocational training institutions.

1991 SUMMARY

Total applications received:	4,063
Total man-hours spent with clients:	8,454
Total number of clients referred to employers	400
Total number of persons completing 1991 training programs:	2,980

Average counseling time per client: 2.1 hours

1991 Rate of Client Training: 73%

*Albert Young*  
Job Search Deputy Albert Young

*6-9-92*

Date

DIVISIONS: POOR RELIEF & CIVIL FINANCE

Once the township board annually adopts budget resolutions, two divisions track appropriations against actual expenses and obligations. As the title indicates, Poor Relief Finance monitors all expenditures related to poor relief. Civil Finance is responsible for all in-house accounting procedures for programs and services other than poor relief.

When warranted, each divisional deputy makes recommendations directly to the trustee for budget adjustments and/or amendments.

## STATE OF INDIANA

## STATE BOARD OF TAX COMMISSIONERS

DATE: 01/16/91

LAKE COUNTY

BUDGET ORDER

PAGE NO. 5

## 01 CALUMET TOWNSHIP (APPEAL)

FOLLOWING CONSIDERATION GIVEN THE RECOMMENDATION OF THE LOCAL GOVERNMENT TAX CONTROL BOARD ON THE APPEAL PETITION PURSUANT TO I.C. 6-1.1-18.5 THE STATE BOARD OF TAX COMMISSIONERS TAKES THE FOLLOWING ACTIONS ON BUDGETS, LEVIES, AND/OR RATES FOR THIS CORPORATION:

FUND:	0101 GENERAL	State Approved	Township Board Approved
1990 PAY 1991 ASSESSED VALUATION	\$ 604611356		
1991 BUDGET APPROVED IN THE AMOUNT OF	\$ 499521.00		\$ 499,521.00
RATE REDUCED TO	\$ 0.06700		
TO REMAIN WITHIN THE STATUTORY LEVY LIMITATION.			

## FUND: 0840 POOR RELIEF

1990 PAY 1991 ASSESSED VALUATION	\$ 604611356		
1991 BUDGET HAS BEEN REDUCED AND IS APPROVED			
IN THE AMOUNT OF	\$ 7,314,404.00		9,345,595.00
RATE REDUCED TO	\$ 1.11500		
TO REMAIN WITHIN THE STATUTORY LEVY LIMITATION.			

## FUND: 1101 EMERGENCY AMBULANCE/MEDICAL SERVICE

1990 PAY 1991 ASSESSED VALUATION	\$ 23047088		
1991 BUDGET APPROVED IN THE AMOUNT OF	\$ 212486.00		212,486.00
RATE REDUCED TO	\$ 0.27720		
TO REMAIN WITHIN THE STATUTORY LEVY LIMITATION.			

## FUND: 1312 RECREATION

1990 PAY 1991 ASSESSED VALUATION	\$ 604611356		
1991 BUDGET APPROVED IN THE AMOUNT OF	\$ 197778.00		197,778.00
RATE REDUCED TO	\$ 0.02550		
TO REMAIN WITHIN THE STATUTORY LEVY LIMITATION.			

Acknowledged by: Bob Mallus  
Trustee, Calumet Township

4520001 CALUMET TOWNSHIP

12-11-1990

	FUND: 0101	FUND: 1101	FUND: 1312	FUND: 0840
1 Budget Estimate .....	499,521	212,486	197,778	7,314,404
2 Expenditures J1 - Dec ...	223,482	99,345	101,826	4,427,165
3 Add App J1 - Dec .....	20,000	65,000	0	286,200
4 Temporary Loans .....	7,000	15,000	8,000	400,000
5 TOTAL ESTIMATED EXP .....	750,003	391,831	307,604	12,427,769
6 Cash Balance June 30 ....	25,651	112,598	10,634	277,917
7 Dec Tax Collection .....	269,752	80,733	121,970	4,568,507
8A Misc Rev J1 - Dec .....	24,972	58,104	10,542	420,073
8B Misc Rev 1991 Total .....	24,972	76,527	10,542	420,073
9 TOTAL FUNDS .....	345,347	327,962	153,688	5,686,570
10 NET AMOUNT REQUIRED .....	404,656	63,889	154,176	6,741,199
11 Operating Balance .....	434	18	260	218
12 TOTAL (10+11) .....	405,090	63,887	154,176	6,741,417
13 FTRC .....	0	0	0	0
14 NET AMOUNT TO BE RAISED .....	405,090	63,887	154,176	6,741,417
15 Levy Excess .....	0	0	0	0
16 TAX LEVY .....	405,090	63,887	154,176	6,741,417
TAX RATE .....	0.0670	0.2772	0.0255	1.1150

4520001 CALUMET TOWNSHIP

FUND	ASSESSED VALUE	RATE	LEVY	CTRL
0101 GENERAL	604,611,356	0.0670	405,090	Y
1101 EMERG AMBUL/MED SERVICES	23,047,088	0.2772	63,887	Y
1312 RECREATION	604,611,356	0.0255	154,176	Y
0840 POOR RELIEF	604,611,356	1.1150	6,741,417	Y
TOTAL	1,484,7	7,364,570		

TOWNSHIP - OTHER

FIRE

Normal Maximum Levy: 7,360,319	Normal Maximum Levy: 0
Minus Levy Excess: 0	Minus Levy Excess: 0
Plus Fin Inst Tax: 4,033	Plus Fin Inst Tax: 0
Plus Misc Changes: 0	Plus Misc Changes: 0
-----	-----
Working Maximum Levy: 7,364,352	Working Maximum Levy: 0
TMAX: 7,364,352 REDUCE by 218	F MAX: 0 UNDER by 0

STATE BOARD OF TAX COMMISSIONERS 12-11-1990

TOWNSHIP TRUSTEE'S BUDGET ESTIMATE  
For the Calendar Year Ending December 31, 19 91

| | | | | CALUMET Township, | | | LAKE County,

GARY Indiana

CIVIL

TOWNSHIP FUND	Items	Total Estimate	Approved
0 GENERAL GOVERNMENT			
1. Personal Services			
A. Salaries and Wages			
a. Salary of Trustee - - - - -	47,000.00		
b. Salary of Adm. Civil Staff- - - - -	112,200.00		
c. Pay of Board (13,200.)- - - - -	39,600.00		
B. Employee Benefits		198,800.00	
a. Social Security-Civil Township's Share	15,270.00		
b. Unemployment Compensation	500.00		
c. Employee Benefits (P.E.R.F.)- - - - -	10,625.00		
C. Other Personal Services(Insurance)- - - - -	28,165.00	54,500.00	
2. Supplies		253,300.00	
A. Office Supplies			
a. Record Books - - - - -	2,000.00		
b. Stationery and Office Supplies - - - - -	4,000.00		
c. Printing - - - - -	5,000.00		
B. Operating Supplies - - - - -	6,000.00		
C. Repair and Maintenance Supplies - - - - -	6,000.00		
D. Other Supplies - - - - -	2,000.00	25,000.00	
3. Other Services and Charges			
A. Contractual / Consultant		89,000.00	
B. Communication and Transportation			
a. Travel Expense - - - - -	13,000.00		
b. Telephone Tolls and Telegrams - - - - -	1,000.00		
C. Printing and Advertising (Other Than Office Supplies) - - - - -	6,000.00		
D. Insurance			
a. Official Bonds - - - - -	1,000.00		
b. Other Insurance - - - - -	17,000.00		
E. Utility Services - - - - -	25,000.00		
F. Repairs and Maintenance - - - - -	16,000.00		
G. Rentals			
a. Office Rent - - - - -	1,000.00		
b. Office Telephone Rental - - - - -	2,000.00		
c. Other Rentals - - - - -	36,684.00		
H. Debt Service - Interest on Temporary Loans - - - - -	0		
I. Care of Cemeteries - - - - -	500.00		
J. Misc.			
4. Capital Outlays		3,037.00	211,221.00
A. Land - - - - -			
B. Buildings - - - - -			
C. Machinery and Equipment - - - - -	10,000.00	10,000.00	
Total General Government - - - - -		499,521.00	
0 PUBLIC SAFETY (Fire Protection - Township With No Incorporated cities or Towns Located therein)			
1. Personal Services			
A. Salaries and Wages of Firemen - - - - -			
B. Employee Benefits - - - - -			

1991

AMBULANCE-CIVIL DEFENSE

PUBLIC SAFETY

1. Personal Services			
A. Salaries and Wages	72,000.00		
B. Employee Benefits	8,730.00	86,930.00	
C. Other Personal Services (Insurance)	6,200.00		
2. Supplies			
B. Operating Supplies	6,000.00		
C. Repair and Maintenance Supplies	2,000.00	8,000.00	
3. Other Services and Charges			
A. Contractual	92,000.00		
B. Telephone	2,000.00		
D. Insurance	16,000.00		
F. Repair/Maintenance	5,000.00		
J. Misc/Training	500.00		
TOTAL		115,500.00	
4. Capital Outlays	2,056.00	2,056.00	
Total Estimate Fire Fighting Fund		212,486.00	

RECREATION FUND

CULTURE - RECREATION	Community Services		
1. Personal Services		139,825.00	
2. Supplies		6,000.00	
3. Other Services and Charges		50,453.00	
4. Capital Outlays		1,500.00	
Total Estimate Recreation Fund		197,778.00	

FUND

Total Estimate \_\_\_\_\_ Fund - - -

**Township Trustee's Budget Estimate  
For the Calendar Year Ending December 31, 1991**

	Twp. Bd. Approved	State Board Of Tax Comm.	Additional Approp.
TOWNSHIP POOR RELIEF FUND	Items	Total Estimate	Approved

**444 WELFARE**

**1. 444.1 WELFARE ADMINISTRATION**

**1. Personal Services**

**A. Salaries and Wages**

Number of Employees	Class or Title	Annual Salary
e. 28	Administrative	592,750
f. 12	Supervision	326,800
c. 15	Ass't. Supervision	247,100
d. 47	Investigation	641,300
e. 15	Clerical	186,300
f. 9	DATA	126,600
g. 15	Workfare	195,200
h.	Part-time/Temporary	70,000

**141**

**B. Employee Benefits**

- a. Social Security - Employer's Share -----
- b. Unemployment Compensation -----
- c. Other -----
- d. Insurance-Health,Life, etc.

**2. Supplies**

**A. Office Supplies**

- a. Record Books -----
- b. Stationery and Office Supplies -----
- c. Printing and Postage -----

**B. Operating Supplies**

**C. Repair and Maintenance Supplies**

**D. Other Supplies**

**3. Other Services and Charges**

**A. Legal Services**

**B. Traveling Expense - Investigators**

**C. Insurance**

**D. Utility Services**

**E. Repairs and Maintenance**

**F. Rentals**

**a. Office Rent**

**b. Telephone Rental**

**c. Other Rentals**

**G. Other CONTRACTUAL-GCOMPUTERS/SECURITY**

**4. Capital Outlays**

**A. Office Equipment**

**B. -----**

**II. 444.3 DIRECT ASSISTANCE**

**1. Medical, Hospital and Burial**

**A. Services of Physicians, Dentists and Opticians**

**B. Services of Surgeons**

**C. Prescriptions**

**D. Hospital Expense (Not Including Surgeons)**

**E. Burials and Ambulance Service**

**F. Expense of Inmates in County Home**

**G. -----**

**2. Other Direct Relief**

**A. Food and Household Supplies**

**B. Clothing and Shoes**

**C. Shelter**

**D. Fuel**

**E. Public Utility Service**

**F. School Books**

**G. Transportation and Moving (Including Deportation)**

**H. Household Furniture**

**I. -----**

**III. OTHER ASSISTANCE**

**Additional appropriation**

**Loan - payable 1992**

**Total Estimate - Township Poor Relief Fund -----**

	Twp. Bd. Approved	State Board Of Tax Comm.	Additional Approp.
--	----------------------	-----------------------------	-----------------------

	Items	Total Estimate	Approved
--	-------	-------------------	----------

2,196,050

902,800

3,098,850

97,000

408,000

20,000

20,000

3,623,850

3,623,850

708,000

5,013,745

3,690,554

350,000

604,677

954,677

9,345,595

7,314,404

8,269,081

Respectfully submitted to the Township Board this 28th day of August, 1990.

*Irene Vargo*  
Finance Deputy

*Woz. Allen*  
Township Trustee

Part I - STATEMENT OF RECEIPTS, DISBURSEMENTS, CASH BALANCES AND INVESTMENTS BALANCES

A detailed Accounting of Receipts and Disbursements is on file in the Township Trustee's Office and may be reviewed during business hours.

\* OBTAIN FIGURES FROM YOUR COUNTY AUDITOR'S RECORDS

Civil Deputy Gen. Hassan - 1991

Part 2 - RECEIPTS

	F U N D	U N D	Township Fund	Poor Relief Fund *	Public Safety	Federal Revenue Sharing	F U N D	Dog Fund	F U N D	Recreation Fund	F U N D
31- (State Board of Accounts USE ONLY)	Code	0101	0840	1111	4501	Code	0202	1312			
General property taxes	0100	407,923.80	6,788.583.	65,251.01	/ / / / /	0100	/ / / / /	155,254.59			
Bank, building and loan tax	0201	186.38	3,102.	0	/ / / / /	0201	/ / / / /	70.94			
Auto and aircraft excise tax	0202	23,214.39	306,329.	8,852.64	/ / / / /	0202	/ / / / /	8,835.32			
Certified shares	0203	0	0	0	/ / / / /	0203	/ / / / /	0			
Property tax replacement credit	0204	0	0	0	/ / / / /	0204	/ / / / /	0			
County option income tax (COIT)	0212	0	0	0	/ / / / /	0212	/ / / / /	0			
Interest earned	6100	3,058.76	1,334.	0	/ / / / /	6100	/ / / / /	0			
Federal revenue sharing	1201	/ / / / /	/ / / / /	0	/ / / / /	1201	/ / / / /				
Special state distributions	1514	0	/ / / / /	/ / / / /	/ / / / /	1514	/ / / / /				
Contractual services	2705	0	/ / / / /	15,000.00	0	2705	/ / / / /				
Fire protection contracts	2206	/ / / / /	/ / / / /	0	/ / / / /	2206	/ / / / /				
Fire protection service fees	2211	/ / / / /	/ / / / /	0	/ / / / /	2211	/ / / / /				
Other federal grants	1115	0	/ / / / /	0	/ / / / /	1115	/ / / / /	0			
Emergency medical service fees	2504	0	/ / / / /	46,391.58	/ / / / /	2504	/ / / / /				
Park and recreation receipts	2601	0	/ / / / /	/ / / / /	/ / / / /	2601	/ / / / /	0			
Temporary loans	5401	163,551.94	1,303,000.	0	/ / / / /	5401	/ / / / /	0			
Receipts from the sale of bonds	5303	0	4,600.012.	0	/ / / / /	5303	/ / / / /	0			
Cemetery receipts	2703	0	/ / / / /	/ / / / /	/ / / / /	2703	/ / / / /				
Reimbursements from county	2710	0	/ / / / /	0	/ / / / /	2710	/ / / / /				
State Grants	1412	0	/ / / / /	0	/ / / / /	1412	/ / / / /	0			
Sale of investments	5500	0	0	0	/ / / / /	5500	/ / / / /	0			
Miscellaneous receipts	6500	824.50	0	21,691.25	/ / / / /	6500	/ / / / /	0			
Court docket fees	4101	0	/ / / / /	/ / / / /	/ / / / /	4101	/ / / / /				
Dog tax	3101	0	/ / / / /	/ / / / /	/ / / / /	3101	/ / / / /	50.00			
Refunds	5600	24,919.06	156,770.	136.23	0	5600	0	396.82			
Transfer of funds	5206	0	0	0	/ / / / /	5206	/ / / / /	0			
Fit Tax		1,419.07	0	5,871.16	0		0	540.09			
In and Out Loans - Payable 1992											
Fit Tax											
Total Receipts		625,097.90	13,867,423.	163,193.87	0		50.00	165,097.76			

\* OBTAIN FIGURES FROM YOUR COUNTY AUDITOR'S RECORDS

*Ben Kandas*  
Civil Deputy

FEDERAL REVENUE SHARING AND POOR RELIEF FUNDS  
PART 1A - PAGE 1: DISBURSEMENTS - BY FUNCTION FOR TOWNSHIP.

Ann Kephers - 1991  
Civil Deputy

## Civil Deputy

ANNUAL FINANCIAL REPORT - INDIANA TOWNSHIPS  
TOWNSHIP FORM 15 (Revised 1991)

TOWNSHIP ID: 1991 (State Board of Accounts USE ONLY)

Report in Dollars and Cents

TOWNSHIP: CALUMET COUNTY: LAKE

PART 5 - INDEBTEDNESS

27- (State Board of Accounts USE ONLY)		Poor Relief Loan Code	General Obligation Bonds n/a	Revenue Bonds n/a	Short-Term Debt n/a	Code
Outstanding 1-1-91 (Beginning Year)	01	0				01
Principal Issued During Year	02	604,677.00				02
Principal Retired During Year	03	0				03
Outstanding 12-31-91 (Ending Year)	04	604,677.00				04
Interest Paid During 1991 (Full Year)	05	0				05

PART 6 - INTERGOVERNMENTAL EXPENDITURES - OF THE EXPENDITURES REPORTED IN PART 3, HOW MUCH WAS PAID TO OTHER GOVERNMENTAL UNITS FOR:

26-  
(State Board of Accounts USE ONLY)

1. Fire Protection 203 \$ n/a
2. All other purposes 225 \$ n/a

TOTAL (Add 1 and 2) 999 \$ n/a

PART 7 - EXPENDITURES MADE FROM FEDERAL REVENUE SHARING FUNDS - REPORT PROPOSED AND ACTUAL EXPENDITURES OF FEDERAL REVENUE SHARING FUNDS. DO NOT INCLUDE EXPENDITURES FROM OTHER SOURCES. EXPENDITURES BELOW SHOULD ALSO BE REPORTED IN PART 3.

29- (State Board of Accounts USE ONLY)		Proposed (Budgeted) Revenue Sharing Expenditure Current	Revenue Sharing Funds Actually Spent Capital Current	Revenue Sharing Funds Capital	Code
Libraries	207				207
Health	210				210
Fire protection	203				203
Financial and general administration	211				211
Welfare	208				208
Parks and recreation	212				212
Interest on debt	213				213
Payment of principal on debt	214				214
All other	225				225
<b>Totals</b>	<b>999</b>	<b>n/a</b>	<b>n/a</b>	<b>n/a</b>	<b>999</b>

*Henry V. Johnson*  
Finance Deputy (General Assistance - Poor Relief)  
22

DIVISION: COMPUTER

Calumet Township's integrated computer system affords quick and accurate retrieval of poor relief data. Four main files informationally link clients, vendors, purchase orders and claims.

From the issuance of a purchase order, to the client, warrant number and date of check, a complete audit trail is electronically maintained. Moreover, this chosen system prevents the production of either purchase orders or claims without previous entry of a valid client and appropriate vendor information.

	CASES	PERSONS	CASES MULTIPLE VISITS	PERSONS MULTI-VISITS (FAMILY X4)	TOTAL DOLLAR AMOUNT	Calumet Township
Computer/ Bookkeeping	RESIDENT FAMILY	14,213	52,274	14,980	59,920	\$2,539,716.02
	RESIDENT SINGLE	9,534	9,534	11,331	11,331	\$2,375,770.40
	TOTALS	23,747	61,808	26,311	71,251	\$4,915,486.42
	CLOSED					
	REJECTED					
	ADJUSTMENTS					(\$92,579.27)
Case Count Persons Count and Dollar Amount	TOTALS	23,747	61,808	26,311	71,251	\$4,822,907.15
Annual Report 1991						

COMMODITY	FAMILY		SINGLE		COMBINED TOTALS		COMBINED TOTALS
	# PO'S ISSUED	AMOUNT	# PO'S ISSUED	AMOUNT	TOTAL # PO'S ISSUED	VOIDS AND ADJUSTMENTS	
FOOD	77	\$8,079.75	190	\$17,806.75	267	\$87.00	\$25,799.50
HOUSEHOLD	3,774	\$70,375.00	3,657	\$47,544.00	7,431	\$3,669.00	\$114,250.00
TOTAL	3,851	\$78,454.75	3,847	\$65,350.75	7,698	\$3,756.00	\$140,049.50
CLOTHING	5	\$1,305.30	1	\$59.99	6		\$1,365.29
RENT	2,305	\$459,261.80	6,471	\$1,364,047.71	8,776	\$23,384.72	\$1,799,924.79
MORTGAGE	199	\$55,717.41	224	\$47,503.41	423	\$8,419.73	\$94,801.09
TOTAL	2,504	\$514,979.21	6,695	\$1,411,551.12	9,199	\$31,804.45	\$1,894,725.88
FUEL	65	\$8,159.30	22	\$2,806.00	87	\$209.00	\$10,756.30
UTILITIES	12,282	\$1,553,210.46	4,217	\$411,365.37	16,499	\$3,060.94	\$1,961,514.89
WATER	3,484	\$129,087.00	958	\$26,010.59	4,442	\$432.43	\$154,665.16
SEWAGE	1,516	\$42,230.29	562	\$10,726.22	2,078	\$48.08	\$52,908.43
TOTAL	17,347	\$1,732,687.05	5,759	\$450,908.18	23,106	\$3,750.45	\$2,179,844.78
TRANSPORTATION	42	\$4,320.80	6	\$514.85	48		\$4,835.65
FURNITURE	14	\$24,028.10	2	\$949.50	16		\$24,977.60
MEDICAL	563	\$43,965.63	1,880	\$144,594.56	2,443	\$20,740.33	\$167,819.86
RX	911	\$90,148.31	2,199	\$183,641.35	3,110	\$5,117.46	\$268,672.20
HOSPITAL	131	\$38,231.87	252	\$75,575.10	383	\$26,460.58	\$87,346.39
TOTAL	1,605	\$172,345.81	4,331	\$403,811.01	5,936	\$52,318.37	\$523,838.45
BURIAL	31	\$11,595.00	60	\$42,625.00	91	\$950.00	\$53,270.00
TOTALS	25,399	\$2,539,716.02	20,701	\$2,375,770.40	46,100	\$92,579.27	\$4,822,907.15
PERCENTAGES							

Date: 1-17-92

*Richard J. Kietrys*  
Computer/Data Deputy

**CALUMET TOWNSHIP TRUSTEE  
BOOKKEEPING (PURCHASE ORDERS ISSUED)  
1991 ANNUAL REPORT**

	1991 BUDGET	YEAR TO DATE	% AVG	
		JAN - DEC	FOR DEC	UNEXPENDED
			100%	
<b>I. ADMINISTRATION</b>				
<b>I-1 PERSONAL SERVICES</b>				
POOR RELIEF SALARIES	\$2,196,050.00	\$1,940,078.66	88.3%	\$255,971.34
SOCIAL SECURITY	\$168,000.00	\$148,368.73	83.3%	\$19,631.27
UNEMPLOYMENT COMP.	\$27,800.00	\$16,738.30	60.2%	\$11,061.70
P.E.R.F.	\$152,000.00	\$131,727.67	86.7%	\$20,272.33
INSURANCE-HEALTH	\$472,000.00	\$460,416.68	97.5%	\$11,583.32
<b>TOTAL I-1</b>	<b>\$3,015,850.00</b>	<b>\$2,697,330.04</b>	<b>89.4%</b>	<b>\$318,519.96</b>
<b>I-2 SUPPLIES</b>				
OFFICE SUPPLIES	\$54,000.00	\$48,101.26	89.1%	\$5,898.74
OPERATING SUPPLIES	\$20,500.00	\$15,872.74	77.4%	\$4,627.26
REPAIR & MAINTENANCE	\$21,000.00	\$20,856.77	99.3%	\$143.23
OTHER SUPPLIES	\$1,500.00	\$462.96	30.9%	\$1,037.04
<b>TOTAL I-2</b>	<b>\$97,000.00</b>	<b>\$85,293.73</b>	<b>87.9%</b>	<b>\$11,706.27</b>
<b>I-3. OTHER SERVICES AND CHARGES</b>				
<b>I-3 OTHER SERVICES &amp; CHARGES</b>				
LEGAL SERVICES	\$10,000.00	\$9,444.62	94.4%	\$555.38
TRAVEL	\$10,000.00	\$690.00	6.9%	\$9,310.00
INSURANCE	\$28,000.00	\$3,818.12	13.6%	\$24,181.88
UTILITY SERVICES	\$73,000.00	\$63,019.34	86.3%	\$9,980.66
REPAIRS & MAINTENANCE	\$14,000.00	\$8,191.13	58.5%	\$5,808.87
OFFICE RENT	\$88,000.00	\$41,250.00	46.9%	\$46,750.00
TELEPHONE RENT	\$55,000.00	\$45,355.85	82.5%	\$9,644.15
CONTRACTUAL	\$130,000.00	\$104,922.83	80.7%	\$25,077.17
<b>TOTAL I-3</b>	<b>\$408,000.00</b>	<b>\$276,691.89</b>	<b>67.8%</b>	<b>\$131,308.11</b>
<b>I-4. CAPITAL OUTLAYS</b>				
<b>I-4 OFFICE EQUIPMENT</b>	\$20,000.00	\$4,336.33	21.7%	\$15,663.67
<b>T.A.W. + INTEREST</b>	<b>\$83,000.00</b>	<b>\$0.00</b>	<b>0.0%</b>	<b>\$83,000.00</b>
<b>TOTAL ADMINISTRATIVE</b>	<b>\$3,623,850.00</b>	<b>\$3,063,651.99</b>	<b>84.5%</b>	<b>\$560,198.01</b>
<b>II-1. DIRECT ASSISTANCE</b>				
<b>II-1 MEDICAL HOSPITAL &amp; BURIAL</b>				
MEDICAL	\$166,263.00	\$167,819.86	100.9%	(\$1,556.86)
RX	\$248,940.00	\$268,672.20	107.9%	(\$19,732.20)
HOSPITAL	\$69,309.00	\$87,346.54	126.0%	(\$18,037.54)
BURIAL & AMBULANCE	\$48,355.00	\$53,270.00	110.2%	(\$4,915.00)
COUNTY HOME	\$0.00	\$0.00		\$0.00
<b>TOTAL II-1</b>	<b>\$532,867.00</b>	<b>\$577,108.60</b>	<b>108.3%</b>	<b>(\$44,241.60)</b>
<b>II-2. OTHER DIRECT RELIEF</b>				
<b>II-2 OTHER DIRECT RELIEF</b>				
FOOD AND HOUSEHOLD	\$194,800.00	\$140,049.50	71.9%	\$54,750.50
CLOTHING	\$64,900.00	\$1,365.29	2.1%	\$63,534.71
RENT	\$1,877,030.00	\$1,894,725.88	100.9%	(\$17,695.88)
FUEL	\$12,900.00	\$10,756.30	83.4%	\$2,143.70
PUBLIC UTILITY SERVICES	\$1,926,715.00	\$2,169,088.48	112.6%	(\$242,373.48)
SCHOOL BOOKS	\$0.00	\$0.00		\$0.00
TRANSPORTATION	\$3,519.00	\$4,835.65	137.4%	(\$1,316.65)
FURNITURE	\$32,500.00	\$24,977.50	76.9%	\$7,522.50
<b>TOTAL II-2</b>	<b>\$4,112,364.00</b>	<b>\$4,245,798.60</b>	<b>103.2%</b>	<b>(\$133,434.60)</b>
<b>TOTAL ASSISTANCE</b>	<b>\$4,645,231.00</b>	<b>\$4,822,907.20</b>	<b>103.8%</b>	<b>(\$177,676.20)</b>
<b>GRAND TOTAL</b>	<b>\$8,269,081.00</b>	<b>\$7,886,559.19</b>	<b>95.4%</b>	<b>\$382,521.81</b>

*Nicole L. Tarteras*  
Computer/Data Deputy

**CALUMET TOWNSHIP TRUSTEE'S  
CLAIMS (PURCHASE ORDERS PAID)  
1991 ANNUAL REPORT**

	1991 BUDGET	YEAR TO DATE JAN-JUNE	YEAR TO DATE JAN-DEC	% AVG JAN-DEC 100%	UNEXPENDED
<b>I. ADMINISTRATION</b>					
1-1 PERSONAL SERVICES					
POOR RELIEF SALARIES	\$2,196,050.00	\$1,057,132.92	\$1,940,078.66	88.3%	\$255,971.34
SOCIAL SECURITY	\$168,000.00	\$74,707.93	\$148,368.73	88.3%	\$19,631.27
UNEMPLOYMENT COMP.	\$27,800.00	\$0.00	\$16,738.30	60.2%	\$11,061.70
P.E.R.F.	\$152,000.00	\$66,047.79	\$131,727.67	86.7%	\$20,272.33
INSURANCE-HEALTH	\$472,000.00	\$275,384.91	\$460,416.69	97.5%	\$11,583.31
<b>TOTAL 1-1</b>	<b>\$3,015,850.00</b>	<b>\$1,473,273.55</b>	<b>\$2,697,330.05</b>	<b>89.4%</b>	<b>\$318,519.95</b>
<b>I-2. SUPPLIES</b>					
OFFICE SUPPLIES	\$54,000.00	\$21,306.38	\$48,101.26	89.1%	\$5,898.74
OPERATING SUPPLIES	\$20,500.00	\$12,105.38	\$16,012.36	78.1%	\$4,487.64
REPAIR & MAINTENANCE	\$21,000.00	\$9,794.34	\$21,105.24	100.5%	(\$105.24)
OTHER SUPPLIES	\$1,500.00	\$0.00	\$462.96	30.9%	\$1,037.04
<b>TOTAL I-2</b>	<b>\$97,000.00</b>	<b>\$43,206.10</b>	<b>\$85,681.82</b>	<b>88.3%</b>	<b>\$11,318.18</b>
<b>I-3. OTHER SERVICES AND CHARGES</b>					
1-3 OTHER SERVICES & CHARGES					
LEGAL SERVICES	\$10,000.00	\$0.00	\$9,444.62	94.4%	\$555.38
TRAVEL	\$10,000.00	\$330.00	\$690.00	6.9%	\$9,310.00
INSURANCE	\$28,000.00	\$1,973.12	\$3,818.12	13.6%	\$24,181.88
UTILITY SERVICES	\$73,000.00	\$30,768.35	\$63,019.34	85.3%	\$9,980.66
REPAIRS & MAINTENANCE	\$14,000.00	\$6,843.32	\$8,997.84	64.3%	\$5,002.16
OFFICE RENT	\$88,000.00	\$20,400.02	\$41,250.02	46.9%	\$46,749.98
TELEPHONE RENT	\$55,000.00	\$24,643.07	\$45,335.21	82.4%	\$9,664.79
CONTRACTUAL	\$130,000.00	\$44,576.82	\$105,609.83	81.2%	\$24,390.17
<b>TOTAL I-3</b>	<b>\$408,000.00</b>	<b>\$129,534.70</b>	<b>\$278,164.98</b>	<b>68.2%</b>	<b>\$129,835.02</b>
<b>I-4. CAPITAL OUTLAYS</b>					
I-4 OFFICE EQUIPMENT	\$20,000.00	\$939.40	\$4,336.33	21.7%	\$15,663.67
T.A.W. + INTEREST	\$83,000.00	\$0.00	\$0.00	0.0%	\$83,000.00
<b>TOTAL ADMINISTRATIVE</b>	<b>\$3,623,850.00</b>	<b>\$1,646,953.75</b>	<b>\$3,065,513.18</b>	<b>84.6%</b>	<b>\$558,336.82</b>
<b>II-1. DIRECT ASSISTANCE</b>					
II-1 MEDICAL HOSPITAL & BURIAL					
MEDICAL	\$166,263.00	\$89,164.23	\$166,263.00	100.0%	\$0.00
RX	\$248,940.00	\$141,554.29	\$248,196.36	99.7%	\$743.64
HOSPITAL	\$69,309.00	\$27,931.44	\$69,308.83	100.0%	\$0.17
BURIAL & AMBULANCE	\$48,355.00	\$25,905.00	\$48,355.00	100.0%	\$0.00
COUNTY HOME	\$0.00	\$0.00	\$0.00		\$0.00
<b>TOTAL II-1</b>	<b>\$532,867.00</b>	<b>\$284,554.96</b>	<b>\$532,123.19</b>	<b>99.9%</b>	<b>\$743.81</b>
<b>II-2. OTHER DIRECT RELIEF</b>					
II-2 OTHER DIRECT RELIEF					
FOOD	\$194,800.00	\$11,585.50	\$25,059.00	68.8%	\$60,759.00
HOUSEHOLD		\$44,979.00	\$108,982.00		
CLOTHING	\$64,900.00	\$2,539.90	\$2,762.34	4.3%	\$62,137.66
RENT	\$1,877,030.00	\$893,509.08	\$1,786,334.96	100.0%	\$0.58
MORTGAGE		\$47,943.22	\$90,694.46		
FUEL	\$12,900.00	\$6,205.50	\$11,479.30	89.0%	\$1,420.70
NIPSCO	\$1,926,715.00	\$995,994.17	\$1,796,810.03	102.7%	\$88,559.02
WATER		\$62,068.25	\$140,892.30		
SEWER		\$10,935.34	\$41,262.95		
SCHOOL BOOKS	\$0.00	\$0.00	\$0.00		
TRANSPORTATION	\$3,519.00	\$1,478.20	\$3,518.85	100.0%	\$0.15
FURNITURE	\$32,500.00	\$13,719.00	\$23,187.50	71.3%	\$9,312.50
<b>TOTAL II-2</b>	<b>\$4,112,364.00</b>	<b>\$2,090,957.16</b>	<b>\$4,030,983.69</b>	<b>98.0%</b>	<b>\$81,380.31</b>
<b>TOTAL ASSISTANCE</b>	<b>\$4,645,231.00</b>	<b>\$2,375,512.12</b>	<b>\$4,563,106.88</b>	<b>98.2%</b>	<b>\$82,124.12</b>
<b>GRAND TOTAL</b>	<b>\$8,269,081.00</b>	<b>\$4,022,465.87</b>	<b>\$7,628,620.06</b>	<b>92.3%</b>	<b>\$640,460.94</b>

*Gene Varga*  
Finance Deputy (Poor Relief)

26

*Nicholas Partnas*  
Computer/Data Deputy

**DIVISION: MULTI-PURPOSE CENTER**

**I. COMMUNITY SERVICES & RECREATION**

A wide range of activities and services emanating from the Multi-Purpose Center are represented through Community Services and Recreation. As a year-round community center, the MPC houses diverse services from daily senior nutrition and recreation activities to 72-hour emergency shelter for victims of natural disasters or residential fires. Seasonal services include summer youth recreation, winter energy assistance applications, and income tax filing for seniors.

MONTH	COMM SERV	SENIOR REC	YOUTH REC	EMER SHELTER	PROJ SAFE
JAN	65	376		3	48
FEB	73	319		14	21
MAR	71	284		14	6
APR	69	348		3	0
MAY	59	382		35	0
JUN	59	281	66	32	0
JUL	58	342	254	32	0
AUG	45	307	119	47	0
SEP	56	314	0	60	0
OCT	63	265	0	42	0
NOV	41	226	0	52	23
DEC	0	242	0	32	184
<b>TOTALS</b>	<b>695</b>	<b>3686</b>	<b>439</b>	<b>366</b>	<b>282</b>

**TOTAL NUMBER OF COMMUNITY INTER-ACTIONS: 5468**

MULTI-PURPOSE CENTER

II. RENTALS

The large spacious areas of the MPC are available for rent to responsible persons and organizations. Wedding receptions and retirement parties are just two of the events scheduled on either weekdays or weekends.

MONTH	SPEC RENT	REG SCH MTGS	RETIRED SENIORS	CHURCH SERV	BINGO	CYO BAND
JAN	0	4	9	0	0	0
FEB	0	4	8	3	0	0
MAR	3	4	8	5	0	0
APR	8	5	9	6	0	0
MAY	3	4	8	9	0	0
JUN	5	4	9	9	0	0
JUL	5	5	8	9	0	0
AUG	6	4	9	8	0	0
SEP	3	5	8	9	4	4
OCT	2	4	5	9	4	4
NOV	1	4	7	8	8	4
DEC	5	5	6	9	8	3
<b>TOTALS</b>	<b>41</b>	<b>52</b>	<b>99</b>	<b>84</b>	<b>24</b>	<b>15</b>

MULTI PURPOSE CENTER

III. EMERGENCY MEDICAL SERVICES

7 days a week, 365 days a year, Calumet Township Trustee Emergency Medical Services (EMS) provides state-certified ambulance services, primarily to the residents of unincorporated Calumet Township. However, mutual aid agreements enable Calumet Township Trustee EMS to serve as a secondary responder to other area public safety units.

MONTH	UNINCORPORATED CALUMET TOWNSHIP	CITY OF GARY	MONTHLY TOTAL
JAN	18	98	116
FEB	29	96	125
MAR	27	85	112
APR	34	107	141
MAY	33	137	170
JUN	19	157	176
JUL	29	146	175
AUG	21	166	187
SEP	27	146	173
OCT	35	134	169
NOV	31	105	136
DEC	27	136	163
ANNUAL TOTALS	330	1,513	1,843

The 1991 Hospital Transports represent:

Medical 854  
Trauma 509  
Misc. 480  
1,843

Louise Neese  
Asst. Deputy Louise Neese  
Richard Spence  
Deputy Trustee Richard Spence

1-29-92

Date

1-29-92

Date

DIVISION: PERSONNEL & HUMAN RESOURCES

I. POOR RELIEF PERSONNEL

<u>POSITION</u>	<u>NUMBER</u>
Deputies	10
Assistant Deputies	5
Supervisors & Assistants	30
Service Investigators & Workfare	53
Computer	6
Clerks	11
Administrative Assistants	10
<b>1991 POOR RELIEF STAFF:</b>	<b>125</b>

II. CIVIL & EMERGENCY SERVICES PERSONNEL

<u>POSITION</u>	<u>NUMBER</u>
Deputy	1
Assistant Deputy	1
Administrative Assistant	1
Clerk Assistant	1
Community Services Assistant	1
Community Services Coordinator	1
Supervisor	2
Program Coordinator	1
<b>1991 CIVIL STAFF:</b>	<b>9</b>
<b>Emergency Medical Services Personnel (Dispatchers and EMT's)</b>	<b>11</b>
Part-Time Personnel	9
<b>TOTAL ADDITIONAL PERSONNEL</b>	<b>20</b>

*6.09.92*



# Calumet Township Trustee

**NORTH OFFICE** — 35 EAST 5th AVENUE - GARY, INDIANA 46402 - (219) 886-5200  
**SOUTH OFFICE** — 637 EAST RIDGE ROAD - GARY, INDIANA 46409 - (219) 980-7500  
**MULTI-PURPOSE CENTER** — 1900 W. 41st AVE. - GARY, INDIANA 46408 - (219) 980-1414

Trustee, Calumet Township  
**DOZIER T. ALLEN, JR.**

## CIVIL DIVISION

- Ambulance
- Civil Defense
- Community Services
- Emergency Services
- Public Safety
- Recreation Programs

November 17, 1992

GENERAL ASSISTANCE  
DIVISION

Black Oak Branch Library  
5921 W. 25th Avenue  
Gary, In 46408

Gentlemen:

Please find enclosed a copy of the Calumet Township Trustee's 1991 Annual Report. The mission statement and descriptions of available services, as well as the statistical appendix and demographic overview, provide some useful information on job-related activity and how the staff and I have interfaced with the impoverished community.

We will continue to embrace the themes that Educate, best way to Say No to Poverty, and that The Public Know how the Town Police force fulfills its



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Trustee, Calumet Township  
DOZIER T. ALLEN, JR.

CIVIL DIVISION

Ambulance  
Civil Defense  
Community Services  
Emergency Services  
Public Safety  
Recreation Programs

November 17, 1992

GENERAL ASSISTANCE

DIVISION  
Burial  
Clothing  
Food  
Furniture  
Hospital  
Household  
Medical  
Shelter  
Transportation  
Utilities

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We will continue to embrace the themes that Education is the best way to Say No to Poverty and that The Public has a Right to Know how the Township Trustee's Office functions in a metropolitan community.

Should you have any questions on any of the information contained in the report, please contact me at 886-5224.

Sincerely,

DOZIER T. ALLEN, JR.  
Trustee

*Smead*®

No. T4863R

HASTINGS, MN

LOS ANGELES-CHICAGO-LOGAN, OH

McGREGOR, TX-LOCUST GROVE, GA

U.S.A.